Any disclosable public records related to an open session item on a regular meeting agenda and distributed by Community Services Bureau to a majority of members of the Head Start Policy Council less than 72 hours prior to that meeting are available for public inspection at: 3068 Grant St. Bldg. 8, Concord, CA 94520 during normal business hours. (Gov. Code, section 54957.5(b) (2)).

## **Agenda**

Group/Meeting Name: Policy Council Fiscal Subcommittee

Date: 10/16/2019 Time: from: 5:00 p.m. to: 5:45 p.m.

Location: 500 Ellinwood, Pleasant Hill

Facilitator: Haydee Ilan

Purpose: Overview of Budget vs. Actuals for HS; EHS; EHS-CCP Monitoring

Reports and Credit Card Report for August 2019.

The Community Services Bureau of Contra Costa County will provide reasonable accommodations for persons with disabilities planning to participate in Policy Council meetings or Subcommittee meetings. Please contact PC Staff at least 48 hours before the meeting at (925) 646-5595.

Persons who wish to address the CSB Policy Council during public comment or with respect to an agenda item, will be limited to two minutes.

## Desired Outcome: By the end of this meeting, we will have:

Reviewed HS; EHS; EHS-CC Partnership Budget vs. Actuals Monitoring and Credit Card Reports for August 2019. Planned Next Steps and evaluated the meeting.

| Agenda  |   |             |                   |
|---|---|-------------|-------------------|
| <b>What</b> (content)   | How<br>(process)  | Who         | Time<br>(minutes) |
| Desired Outcomes Agree on ground rules  | Present Clarify Check for understanding Check for agreement | Volunteer   | 2                 |
| Overview of HS; EHS; EHS-CCP<br>Budget vs. Actual Reports and<br>Credit Card Report for August<br>2019. | Present<br>Check for understanding<br>Check for agreement   | Haydee Ilan | 15                |
| Plan Next Steps   | Discuss<br>Check For Agreement                              | Haydee Ilan | 5                 |
| Meeting Evaluation  | Plus/Deltas   | Volunteer   | 3                 |